**HOLCOMBE ROGUS PARISH COUNCIL**

**Minutes of the October Meeting**

**Held virtually due to Covid 19 at 7pm on 22nd October 2020**

**DRAFT**

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| **10.1** | **Present**:  Councillors: Adam Pilgrim (Chairman), Guy Orchard, John Butler, Pete Davies,  Nikki Orchard, & Rupert Snook  District Councillor Jo Norton  County Councillor Ray Radford  Leslie Findlay Parish Clerk/RFO | **ACTION**  **TO BE TAKEN** |
|  | **Apologies**: Parish Councillors Mick Mathews & Andy Cooling |  |
| **10.2** | **Declaration of Interests:** NO declared a personal interest in item 10.7.3.3 |  |
|  | **OPEN FORUM**  No matters raised in the meeting. |  |
| **10.3** | **Minutes of Previous Meetings and Matters arising**  The September Minutes were approved and an agreement given for the Clerk to sign as a true and correct record. This was unanimously approved by all Councillors. |  |
| **10.4**  **10.4.1**  **10.4.1.1**  **10.4.1.2**  **10.4.2** | **Planning**  The following applications were discussed:  **20/01586/CAT** Notification of intention to remove 1 Field Maple Tree, 2 Sycamore trees and reduce lowest limb of 1 Ash tree to upright growth point within the Conservation area at land adjacent to Home Farm Cottage. *No Objections*  **20/01508/MFUL** Erection of an agricultural silage storage building (1482sq.m) and extension to existing calf rearing unit at Lower Whipcott Farm. *The Council has no objection in principle to the proposed agricultural silage storage building and extension to existing calf rearing unit at Lower Whipcott Farm.*  *The proposed silage storage building is a very large structure and our Council suggests that it would be appropriate to include in the planning permission a condition requiring the planting and maintenance of a line of suitable trees behind the hedge along the boundary of the property fronting the road to reduce visual impact and also to provide a long-term environmental benefit. Additionally, appropriate conditions should be imposed to ensure satisfactory drainage, non-intrusive lighting and the protection of wildlife.*  MDDC Decisions:  **20/01133/FULL** Erection of a hay store and mower shed at Foxowls- *granted full planning permission*  **20/01474/CAT** Notification of intention to fell Ash trees within a conservation area at Timewells House – *Permission granted*  **20/01491/CAT** Application to fell 1 Hawthorne tree to ground level at Pear Close – *permission granted* |  |
| **10.5**  **10.5.1**  **10.5.2**  **10.5.3**  **10.5.4**  **10.5.5** | **Highways**  Repairs to be reported: There is a pothole at Dunns Hill which will be reported by RS. The road down to Kennels’ bridge despite the recent repairs continues to have potholes and a very broken surface. Cllr Radford will raise this issue at a meeting with Phil Morgan on the 28th Oct.  Road Closure: The road by Timewells will be closed to take down the Ash trees. See item 10.4.2. No date has been given yet.  The recent heavy rain produced a flood on the road by The Barton which was dealt with and subsided within 24hrs. With the leaves now falling and drains getting blocked, Councillors approved expenditure for the drains to be cleared. Cllr Cooling will book the appropriate machinery.  Grit Bins: With winter approaching DCC have announced that they will not automatically fill the bins but only when they are reported to be empty on the DCC website. Clerk to be informed of any bins that require filling. Cllr Snook will see if Dave Authers is willing to continue to be a Snow warden and check the grit bins. *Dave Authers has agreed to check the grit bins.*  Broken sign update: DCC will repair the 30mph sign and the finger post but take no responsibility for the bent village sign. | **RS**  **RR**  **AC**  **RR** |
| **10.6**  **10.6.1**  **10.6.2**  **10.6.3** | **Play Area**  Clerk had circulated the three quotes from Tozers, Clarke Willmott and Ashfords to carry out the transfer work for the Play Area. Councillors agreed that the best quote was from Ashfords and approval was given for Cllr Butler and the Clerk to proceed with instructing Ashfords to complete the transfer.  Quotes are:  Tozers - £1,000 - £1250 plus VAT and disbursements  Clarke Willmott £1000 - £1250 plus VAT and disbursements  Ashfords £550 - £750 plus VAT and disbursements  The annual safety inspection will be carried out by MDDC this month and a copy of the report sent to the Clerk. | **JHB**  **LF** |
| **10.7**  **10.7.1**  **10.7.2**  **10.7.3**  **10.7.3.1**  **10.7.3.2**  **10.7.3.3**  **10.7.4**  **10.7.5**  **10.7.6**  **10.7.7**  **10.8** | **Clerk/Finance**  Income  Precept £5550 – second half  Expenditure taken out of Committee for approval:  Defibrillator Service - £28.00  The following expenditure was approved for payment:   |  |  |  |  | | --- | --- | --- | --- | | **Amount £** | **DD/BACS/SO** | **Payable to** | **Comments** | | 240.00 | BACS | PKF Littlejohn | External audit fee | | 70.00 | BACS | MG Groundcare | Weed spraying | | 117.00 | BACS | N Orchard | Defibrillator pads |   The Summary of Accounts for October/ Play Area Reserve Fund Summary/Public Rights of Way Summary /Solar Fund Summary were all circulated to Councillors and unanimously approved. Agreement was given for the RFO to sign on behalf of the Chairman that they were an accurate record of the Accounts. All summaries are available to view on the PC website at [www.holcomberogus-pc.gov.uk](http://www.holcomberogus-pc.gov.uk)  The external auditors had no comments to make regarding the audit and all documentation of the completion of the limited assurance review for the year ending 31 March 2020 is on the website and on the Notice boards.  The Clerk informed the Council that there was an incentive switching scheme set up to help increase competition in UK business banking. Participating banks are providing exclusive offers to switch banks and, in some cases, giving £1500. It was unanimously agreed that the accounts for HRPC should remain with Nat West as the switch would not necessarily be advantageous as it was only the current account that could switch and there is a local Nat West in Tiverton.  Risk Management Committee Meeting. It was agreed with Covid 19 restrictions in place to postpone the annual Risk Management meeting to the Spring.  **Training**  The Clerk attended a Data Protection Webinar on 13th Oct. | **LF** |
| **10.9** | **Correspondence**  All correspondence was circulated to the Councillors.  Community Support for vulnerable residents. Clerk was asked by MDDC to provide any information regarding support groups in Holcombe Rogus. Clerk to respond mentioning the Facebook group and Friday Coffee and chat. | **LF** |
| **10.10**  **10.10.1**  **10.10.2**  **10.10.3**  **10.10.4**  **10.10.5** | **Matters brought forward for information or next meeting**  Precept discussion. Clerk reminded Cllrs that the precept will be discussed and approved at the November meeting.  Remembrance Service. Cllr Butler will represent the Parish Council and lay a wreath at the Service.  Councillor vacancy. There have been no election requests for the vacancy so the PC can go ahead and co-opt.  It was agreed that the virtual meetings should continue to meet at 7pm throughout the winter.  District Councillor Jo Norton made the following points:  1. The Grand Western Canal Joint Advisory Committee had a constructive meeting in which we all decided that we wanted to really promote the canal as a place of significance and beauty. It was noted that lots of attention was given to the basins end but not really to 'our end'. Nothing concrete has been decided but we all stated that we would like to see the canal promoted much more. Not necessarily in a tourism point of view from our end but we certainly think that we should be more celebratory of its significance.  2. The Environment Policy Development Group met on Monday evening. We discussed the expiring Public Spaces Protection Order with a main focus on dogs and how people take responsibility for them in Mid Devon. As discussions went on, it was clear that, although this had gone out for public consultation, the public's views had not been acted on or even included. The PSPO will now be redrafted (to include public comments) and go back to Environment PDG to vote on. If we are happy, it will then pass to Cabinet. If Cabinet are happy, it will replace the existing policy which expired on the 20th of October. You can find the agenda and draft minutes here: <https://democracy.middevon.gov.uk/ieListDocuments.aspx?CId=135&MId=1373>  3. There was a joint meeting of the Community/Environment and Homes PDGs on Tuesday evening. At this meeting, the new Enforcement Policy was discussed. The policy covers enforcement of much of Council policy and includes taxi licensing, environmental health, private sector housing and anti-social behaviour etc... This policy used to be called the Operations Directive Policy but has been renamed for this updated version. You can find the agenda and draft minutes here (and the policy with changes in red is also included): <https://democracy.middevon.gov.uk/ieListDocuments.aspx?CId=136&MId=1346> |  |
|  | There being no further business the meeting closed at 19.40pm. The next virtual Council Meeting will be held on **Thursday 26th November 2020**. Planning Meetings will be held when required. All details will be posted on the website. | **ALL** |

Adam Pilgrim

Chairman

Holcombe Rogus Parish Council